



## 2015 Event Calendar

### January

Event	Description	Date	Location
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>January 8, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>January 14, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>"I'm Certified...What's Next?"</b>	This workshop will cover a range of topics to include an overview of the Equal Business Enterprise (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all <b>certified</b> firms.	Thursday <b>January 15, 2015</b> 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A



## February

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>February 11, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>February 12, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)



## March

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>March 11, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>March 12, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)



## April

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>April 8, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>April 9, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)
<b>"I'm Certified...What's Next?"</b>	This workshop will cover a range of topics to include an overview of the Equal Business Enterprise (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all <b>certified</b> firms.	Thursday <b>April 15, 2015</b> 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A



## May

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>May 13, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>May 14, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)



## June

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>June 10, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>June 11, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)



## July

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>July 8, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>July 9, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)
<b>"I'm Certified...What's Next?"</b>	This workshop will cover a range of topics to include an overview of the Equal Business Enterprise (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all <b>certified</b> firms.	Thursday <b>July 15, 2015</b> 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A



## August

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>August 12, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>August 13, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)





## September

Event	Description	Date	Location
<b>Classic Business Conference</b>	<p>Presented by the Business GPS Partners. Empowering local and regional businesses.</p> <p>For information, call (901) 576-6520 or email at <a href="mailto:BusinessGPS@memphistn.gov">BusinessGPS@memphistn.gov</a>.</p>	<p>Thursday <b>September 10, 2015</b> 8:00 am – 12:00 pm</p>	<p>University of Memphis FedEx Institute of Technology</p> <p>365 Innovation Drive Memphis TN 38152</p>



## October

Event	Description	Date	Location
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>October 8, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>October 14, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>"I'm Certified...What's Next?"</b>	This workshop will cover a range of topics to include an overview of the Equal Business Enterprise (EBO) and Small Business Enterprise (SBE) programs, city-wide goals, and types of solicitations. This workshop is free and open to all <b>certified</b> firms.	Wednesday <b>October 21, 2015</b> 10:00 am-11:00 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A



## November

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>November 11, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>November 12, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)



## December

Event	Description	Date	Location
<b>"You Won the Bid"</b>	This meeting is a comprehensive overview of prime contractor and subcontractor responsibilities on city-funded projects. Participants will learn about the City's requirements in relation to the City's Equal Business Opportunity including laws and regulations surrounding the program. In addition, the workshop will discuss matters such as contract clauses, documentation requirements, common mistakes, best practices and new technologies.	Wednesday <b>December 9, 2015</b> 9:30 am-10:30 am	Memphis City Hall 125 N. Main St., 4 <sup>th</sup> Floor, Conference Room A
<b>Pre-Certification Workshop</b>	This workshop will address certification requirements for the Equal Business Opportunity (EBO) and Small Business Enterprise (SBE) programs as well as present an overview of how to do business with the City of Memphis.	Thursday <b>December 10, 2015</b> 10:00 am-12:00 pm	Memphis City Hall 125 N. Main St., 5 <sup>th</sup> Floor, Room 538 (computer lab)